



ANA G MENDEZ UNIVERSITY STUDENT CONSUMER INFORMATION University Census Process

University Census and the importance of Class Attendance

Census is recorded based on being present in class (ground courses) or submitting an identified assigned academic related activity (online courses) during the first two weeks of the course. Please refer to the academic calendar in the Academic Catalog and Student Handbook for exact dates. If marked as "not attending" during this period on the official Census, the student will be financially responsible for the course and Financial Aid and Veteran benefits may be decreased. Students who are reported as not attending will be administratively withdrawn from the course (WN on the student transcript) and will be responsible for 25% of tuition cost of the enrolled course. Federal Aid cannot be used to pay the 25% outstanding balance as outlined in the AGMU Payment and Refund Policy.

Regular attendance and active student engagement is encouraged in all courses and course activities. Any class session missed reduces the opportunity for learning and may have an adverse effect on the grade earned in the course. Each instructor will establish and announce their class attendance and online engagement policies at the beginning of each term.